

2 January 1986

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MEMORANDUM FOR: See Distribution List

FROM: Chief, New Building Communications Program Office, BPO/OIT

SUBJECT: Transition Working Group Meeting Minutes 19 December 1985

1. The monthly Transition Working Group (TWG) meeting was held in Room 3D41, [ ] on 19 December 1985, beginning at 0900 hours. The attendance list, presented charts (including the agenda) and assigned Action Items are included as Attachments A, B and C respectively. STAT
2. These minutes have been organized to follow the meeting agenda. Presented charts are included as Attachment B, using circled page numbers in the lower right hand corner for reference in following discussions. The major topics of the meeting were: STAT
  - A. Action Item Review: [ ] Chart 1) [ ] covered the outstanding Action Items that were originated at previous TWG meetings. Action Item C02-292 remains open pending receipt of the desired information. STAT
  - B. NBCS Planning Schedule: [ ] Charts 2-3) [ ] reviewed the overall schedule. STAT
  - C. Facilities Overview and Status: [ ] Chart 4) [ ] covered the on-going activities involved with the site preparation and facilities allocation. He reported that a memorandum was forwarded to HOME requesting the schedule for the secure room renovation. The trailer area power problem appears to be resolved or will be by 29 December, no word on the water issue at this time. Regarding the Fire Alarms, things seem to be ok now and the operations procedures are being developed. [ ] indicated that the B/B segment requirement calls for 2000 square foot a link room in the Old Building, [ ] indicated that room has been set aside in the switch room, however, more room is needed. [ ] will settle the issue at a TEM on 6 January. STAT
  - D. I/C Segment Report: [ ] Chart 5) [ ] reported that the Non-Secure Station Survey is complete, the data portion of the survey is not included. He indicated that the IC&T portion of the Non-Secure switch is scheduled to complete in January. April 14 is a key date and the switch room must be available. A memorandum has been forwarded to HOME re-confirming the April 14 date. STAT
  - E. I/C TAIT Report: [ ] Chart 5) [ ] reported that the cabling is 90% installed and 60% tested. The necessary escorts are now lined up for the Holidays. He noted that there is no warranty period on boards since they are not serialized and there is no way to identify repaired boards. [ ] must test all of the boards before accepting them and putting them on the shelf. [ ] indicated that more data will be available at the January TWG. Training is proceeding at a slow pace. The data course is being developed. The console attendant training is scheduled for June and the user training course is being worked. STAT

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M. Action Item Review and Wrap-up: [ ] No Action Items were assigned at this meeting. [ ] reviewed the activities and events that had taken place at this TWG. STAT

**Attachments**

A. Attendance List

B. Presented Charts

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**Distribution List:**

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TWG  
19 December 1985

A G E N D A

- o ACTION ITEM REVIEW
- o NBCS MASTER SCHEDULE
- o FACILITY STATUS
- o I/C TAIT REPORT
- o I/C SEGMENT TRAINING REPORT
- o T/S TAIT REPORT
- o T/O SEGMENT STATUS REPORT
- o B/B & C/C TAIT REPORT
- o B/B & C/C OVERVIEW, SCHEDULE AND OSRR TABLES
- o R/S SEGMENT DESIGN CONCEPT REVIEW
- o WRAPUP

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